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www.bbs.ca.gov

Governor Edmund G. Brown Jr.
State of California
State and Consumer Services Agency
Department of Consumer Affairs

June 24, 2011

Dear LEP Licensee,

This letter is to inform you that the Board of Behavioral Sciences (Board) has obtained approval of regulations that will require all Licensed Educational Psychologists (LEPs) licensed by the Board to complete mandatory continuing education during each license renewal period. Licensees will be required to certify completion of the required continuing education upon application for license renewal.

The requirements for continuing education will be phased in as follows:

- **Licensees renewing between January 1, 2012 and December 31, 2012 must complete at least 18 hours of continuing education.**
- **Licensees renewing on January 1, 2013 and thereafter must complete at least 36 hours of continuing education.**

Specific Course Content

Licensees must complete the following specific coursework in the first renewal period after January 1, 2012:

- Child Abuse Assessment – at least 7 hours (first renewal period only)
- Alcoholism and Other Chemical Substance Dependency – at least 15 hours (first renewal period only)
- Law and Ethics – at least 6 hours (every renewal period)

For the child abuse assessment and alcoholism and other chemical substance dependency coursework requirements, you do not need to take the course if you have equivalent teaching or practice experience. However, this equivalent experience can not be credited as hours towards the continuing education requirements. If you are audited, you will need to provide certificates, transcripts, or a certification from your employer of your experience in the area of the requirement. The law and ethics course must be taken each renewal period regardless of previous experience.

Hours of coursework taken to fulfill these requirements may count toward continuing education hours if the coursework is taken from an acceptable continuing education provider.

General Course Content

The content of coursework completed for continuing education credit must be relevant to the practice of educational psychology. The content must also be related to direct or indirect patient/client care.

- Direct patient/client care courses cover specialty areas of therapy (e.g., theoretical frameworks for clinical practice; intervention techniques with individuals, couples, or groups).
- Indirect patient/client care courses cover pragmatic aspects of clinical practice (e.g., legal or ethical issues, consultation, recordkeeping, office management, insurance risks and benefits, managed care issues, research obligations, supervision training).

Acceptable Providers

Continuing education must be obtained from acceptable providers. A provider that is board-approved must advertise its provider approval number (PCE #####). Accredited and approved universities are also acceptable providers of continuing education and are not required to have an approval number. Please visit our website for a list of acceptable schools. Courses taken from an unacceptable provider will not count toward your continuing education.

Self-Study

A self-study course is coursework you do at your residence, office, or other private location. It can include audiotapes and booklets. As with any other CE courses, self-study courses must be obtained from board-approved providers or accredited or approved universities. One half of the required CE hours can be earned through self-study.

Equivalent Coursework

The Board has established the following equivalency guidelines for continuing education coursework:

- One hour of instruction is equal to one hour of continuing education credit.
- One academic quarter unit is equal to ten hours of continuing education credit.
- One academic semester unit is equal to fifteen hours of continuing education credit.

Maintenance of Records

A licensee must maintain records of course completion for at least two years from the date of the license renewal for which the course was completed.

Requesting an Exception

The Board may grant exceptions if, during your previous renewal period:

- You resided in another country for at least one year; or
- You were absent from California due to military service for at least one year.

The Board may also grant a reasonable accommodation if, for at least one year during the previous license renewal period, you or an immediate family member for whom you are the primary caregiver, had a physical or mental disability.

For information on obtaining an exception, or about continuing education in general, please access our website at www.bbs.ca.gov

Sincerely,

A handwritten signature in black ink that reads "Kim Madsen". The signature is written in a cursive style with a long horizontal flourish at the end.

Kim Madsen
Executive Officer
Board of Behavioral Sciences